

The Solon Public Library Board

Meeting Minutes

February 28, 2022

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 7:03 p.m.

Present

Sandy Lawrence, March Sutton, Jennifer Fetzer, Laurie Neuerburg, Liz King (Library Director)

Absent

Jackie Nemecek, Bill Christensen

An announcement was made that Chris Christophersen has resigned from the Board effective with this meeting.

Approval of Agenda

The agenda was unanimously approved as distributed.

Election of Officers

The following were elected unanimously for the 2022 year:

President: March Sutton

Vice-President: Sandy Lawrence

Secretary: Laurie Neuerburg.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

Citizen's Speak and Correspondence

No citizen's speak or correspondence was received by the board. Liz did report on a verbal compliment that was received from a family who checked out the new telescope and had a great family experience using it.

Committee Reports

- **Building:** Lighting in the community room has been repaired, parking light photo sensors were replaced and repairs were made to one of the furnaces.
- **Finance:** The next CD is not due until 2023. Current CD needing renewal will be discussed under New Business.
- **Johnson County Liaison:** None
- **City of Solon Liaison:** The City Council has had a public hearing on the proposed budget and it will soon be finalized
- **Evaluation committee:** Item will be discussed under New Business.

Library Director's Report

The Library Director's Report reviewed the following: Deena has retired and interviews have been held for her replacement. Cassi has recorded her 100th story time and these are all available through the Library website. The Library Foundation's scholarship application for high school seniors is available online and paper copies are in the Library. Library Week is April 3-6.

Approval of Bills

The February 2022 bills were unanimously approved for payment as presented. (Sandy/Laurie)

Review of Foundation Report

The Foundation Report was distributed and reviewed.

Old Business

- **Budget for FY2023**
Still in progress with the City.
- **Covid Summary Report status update**
An updated version is being reviewed by staff and will also be sent to Board members. Included will be a section "Looking Forward" which will include resuming more in-person programming in upcoming months. Book Club and Craft Club are offering both in person and Zoom sessions. Adult game night will resume in person at the end of the month. Story hour will resume in person this spring.
- **Teen Services Librarian position update**
Two interviews were held. The position was offered to Jake Schaeckenbach.
- **Earth Day Program in April**
Liz has made contact with area businesses and organizations for information about possible speakers and/or programs.
- **Solon Beef Days in July**
Liz will attend the Beef Days committee meeting in March. We will participate in the Kids Corner.

New Business

- **Discussion and Action on CD Maturing in March 2022**
The CD at Green State Bank is \$108, 181.72 and is due March 6.
Motion: A motion was introduced by Laurie to renew this CD with Green State Bank for 25 months. Motion seconded by March and was passed unanimously.
- **Library Director Evaluation Form**
The Board reviewed the new form.
Motion: A motion was introduced by Sandy to approve the new form as corrected. Motion seconded by Laurie. Motion passed unanimously.

The Evaluation Form will be distributed to Board members in March, be returned to the President by the April meeting. The President will meet with the Library Director and the evaluation will be discussed at the May meeting.

- **Policy Review: Photographs in the Library (2014)**

The Board reviewed the policy.

Motion: A motion was introduced by Jen to approve the Policy as amended. Motion seconded by Laurie. Motion passed unanimously.

- **Board Email:**

The Board email currently comes through the State Library system. The Board briefly discussed other possibilities. This item will be referred to future agendas.

- **Continuing Education Opportunities**

Liz reviewed several upcoming opportunities for Board training through the State Library system.

Next Month's Agenda

- **Earth Day**
- **Beef Days**
- **Review Process for Library Director's Evaluation**

Adjournment

The meeting was adjourned at 8:40 p.m.

Next Meeting

Regular Meeting: Monday, March 28, 2022

Submitted by

Sandy Lawrence